

September 22, 2021

Mr. Matthew Peel
Principal
Bacon Academy
611 Norwich Ave.
Colchester, CT 06415

Dear Matt,

Please accept this letter of notice of my resignation from my position as school counselor. My last day of employment will be October 1, 2021.

I have sincerely enjoyed the 4 years as a counselor and one year of internship that I completed at Bacon Academy. I appreciate the opportunities that you have provided me, and I will always be grateful for the experiences of working with such a dynamic and caring staff.

If I can be of any help during this transition, please do not hesitate to let me know.

Thank you again for the opportunity to work at Bacon Academy. I wish you all the best for this school year and those to come. I look forward to staying in touch. You can email me at mswehrenberg@gmail.com.

Sincerely,

Melanie Wehrenberg